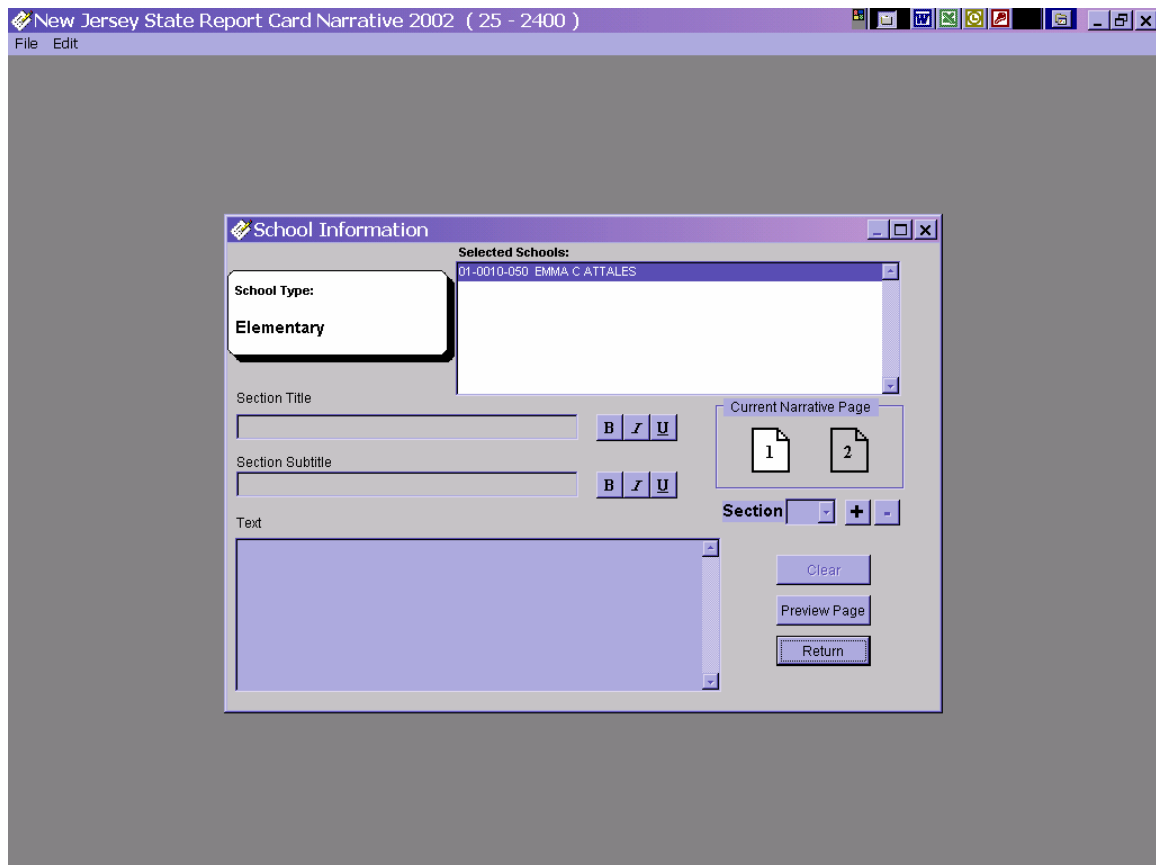


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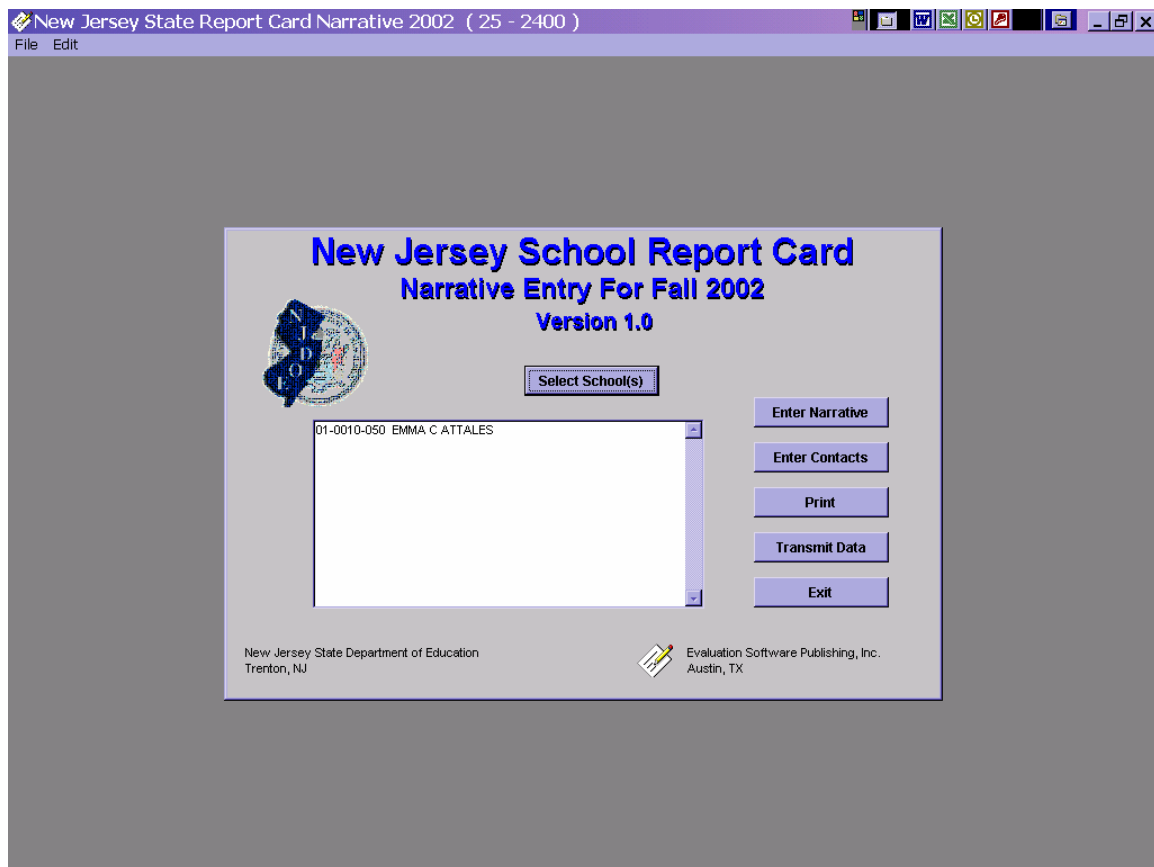
To: All School Districts and Charter Schools:

We have discovered a few program errors regarding the Report Card Narrative Software that may affect your district's transmission of your schools' narratives. If you have a comprehensive high school you will need to go to <http://nj.evalsoft.com/narrativecollection> and download the NJ Narrative Software 2002 patch. This will add what the program needs to print your schools, and it **will not** overwrite any entries that are in the program.

There is also a problem when previewing the narratives where some of the contact names are appearing incorrectly. Unfortunately, this is a glitch that we will not be able to fix for this year. Please no longer use the **Preview Page** button that is on the screen below:



When you are ready to preview and print your narratives, please use the **Print** button on the main menu as shown below:



If you are receiving a **Syntax Error** when trying to print your report card narratives, you may have too many schools selected. This error is caused by not having enough memory to store the data needed to print. You may have to print information for one school at a time.

As a reminder, the narratives are due back **no later than January 10, 2003**. **No narratives will be accepted after this date.**

If you have any further questions, please contact us at [reportcard@doe.state.nj.us](mailto:reportcard@doe.state.nj.us) or call 609-292-6037. Thank you for your cooperation and patience.